HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, May 7, 2013 at 10:00 A.M., in meeting room 4C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Maly, Ballweg, Frohling and Greshay

MEMBERS EXCUSED: Marsik

ALSO PRESENT: Joseph Rains, Human Resource Director; Sarah Eske, Human Resource Analyst; James Mielke, Dodge County Administrator; Kelly Henning, Human Resource Assistant II, Patricia Ninmann, Sheriff; Scott Smith, Interim Chief Deputy; Leann Schultz, Insurance and Benefits Coordinator.

Meeting called to Order by Chair Maly at 10:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Frohling. Motion carried.

Maly asked if anyone present had any public comments. None were heard.

Motion by Ballweg to approve the minutes of the April 23, 2013 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Greshay. Motion Carried.

Rains read a letter from an employee of Clearview who is requesting to enroll a dependent in the dental insurance after the expiration of the initial enrollment period. Rains and Schultz explained that the employee did not enroll this dependent within the 30-day enrollment period and is now asking to enroll in the dental insurance. The Committee asked for further clarification and documentation regarding the facts of this request. Maly indicated the Committee will defer this agenda item to a future meeting.

The Committee reviewed the Personnel Requisitions.

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Ballweg. Motion carried.

Six (6) Seasonal Highway, Highway Department

One (1) Human Resource Assistant I- Full time, Human Resource Department

One (1) Public Health Technician - Part time, Human Services & Health Department

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Leave of Absence: None.

Committee Member Reports: None to report.

The Committee heard testimony regarding grievance #13-01 concerning labor agreement – wages filed by the Sworn Union, Local 1323-B.

Present for the union: David Dorn, Staff Representative; Brian Drumm, Local 1323-B President.

Present for Management: Nancy Pirkey, Labor Attorney, Joseph Rains Human Resource Director; Patricia Ninmann, Sheriff; Scott Smith, Interim Chief Deputy.

The Committee discussed the Sworn Union #13-01 grievance.

Motion by Ballweg to deny the grievance. Second by Greshay. Motion carried.

Mielke addressed the Committee regarding the agenda item for discussion of 2014 wage structure adjustment. He stated that he would like the Committee's guidance and recommendations in order to build the budget instructions. Maly indicated she felt there is no need for an adjustment to the current wage structure. Ballweg asked for clarification regarding a percentage across the board or a set dollar amount across the board. Maly stated it was her opinion that no adjustment of any type is needed in 2014. Rains and Mielke answered questions from the Committee regarding the pay for performance component and red-circled positions.

Rains indicated that the Performance Review Advisory Committee held their first meeting. Rains stated that the Advisory Committee is responsible for making final recommendations to Mielke regarding the performance review/merit pay system by the end of July. Rains stated that Mielke would have the final decision. Mielke stated that he was working with Rains to calculate an estimate of what to put into the budget for performance/merit increases and he will share those numbers once they are finalized. It was the consensus of the Committee to make no adjustments to the 2014 wage structure.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: Charles J. Borchardt, Traffic Patrol Officer – 3rd Shift, Sheriff's Department – Patrol Division at \$25.60, Pay Grade SSU04, Step 1_ST effective 05-03-13. STEP INCREASE – UNION: Sharon L. Bauch, Traffic Patrol Officer – 2nd Shift, Sheriff's Department – Patrol Division at \$25.93, Pay Grade SSU04, Step 2M06 effective 06-03-13; Jaime L. Buelter, Traffic Patrol Officer – 2nd Shift, Sheriff's Department – Patrol Division at \$26.30, Pay Grade SSU04, Step 3M18 effective 06-15-13; Robbie J. Weinfurter, Traffic Patrol Officer – 2nd Shift, Sheriff's Department – Patrol Division at \$28.22, Pay Grade SSU04, Step 6M54 effective 06-09-13. NEW HIRE: None. REHIRE: None. LIMITED TERM/SEASONAL: Kevin Breutzmann, Park Caretaker – Derge Park, Land Resources & Parks Department at \$10.99, Pay Grade MSC06, Step 02Y2 effective 04-22-13. RECLASSIFICATION: None. STEP INCREASE: None. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

HR Director's Report

- a. Disciplinary Actions: Rains informed the Committee that an employee of the Jail was given a one-day suspension for failure to complete assigned tasks. Rains stated the employee grieved the suspension. Rains met with the Sheriff and Interim Chief Deputy to review the facts of the grievance. After reviewing the information and timelines, the Sheriff decided to rescind the one-day suspension and give a written warning.
- b. Grievances and Arbitrations: Rains advised the Committee of the status of the prohibited practice complaint filed by AFSCME with the Wisconsin Employment Relations Commission (WERC). He stated that the County's labor attorney has filed a motion to dismiss the claim on the basis that the five (5) AFSCME locals did not file for recertification, therefore, the County considers the five unions decertified when the contract expired on December 31, 2012 and as a result, there is no duty to bargain. Rains stated that David Dorn, Staff Representative, filed a reply brief contending that the County voluntarily recognized the union when they negotiated in 2011 for a 2012 successor agreement. Rains stated that the County is waiting for a decision from the WERC in the matter.
- c. Worker's Compensation: No report.
- d. Rains read a letter announcing that Julie Kolp, Finance Director, has been selected to receive an educational scholarship through the Government Finance Officers Association. The Committee commended her on accomplishment and opportunity.
- e. Mielke and Rains gave an update regarding the Boston Mutual life insurance presentations. Rains stated that with regard to the recent correspondence from some County Board Supervisors he felt it necessary to point out that this is not the first time the County has provided a voluntary benefit and made it mandatory for employees to attend informational meetings. He stated that the County has a voluntary long-term disability insurance plan and that the County hired a consultant to solicit bids from providers of this type of benefit. He stated that in this case the work was completed by the WCA. Both benefits are set up as voluntary benefits. If the employees wish to sign up for the benefits, the County will take a deduction from the employee's paycheck.

Future Agenda Items:

Request for dental benefit dependent late enrollment – Melissa Westover.

Future Meeting Dates and Times:

Ballweg indicated he would not be at the June 4, 2013 meeting.

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The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are May 21, June 4, and June 18, 2013 at 10:00 a.m. in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 11:35 a.m.

Richard Greshay, Secretary

Donna Maly, C

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.